

# DIXIE HIGH SCHOOL

**Dear Students and Parents,**

**Welcome to Dixie High School for 2011-2012! This year promises to be exciting for the Dixie High school Family. I encourage all of our stakeholders to take an active role in the education process. Students, take the opportunity of new beginnings to open up doors of opportunity. One of the best ways to open those doors is to become involved in activities inside and outside of the classroom. Keep in mind that the expectations we establish of others, but more importantly ourselves determine the course of our lives. Students, expect the best from one's self, teachers and friends and I can guarantee success in most areas of life! Let's have a fantastic year!!! Go Hornets!!!**

**Sincerely,  
Steve Garrett  
Principal**

Dixie High School does not discriminate on the basis of race, sex, color, religion, national origin, age, handicap or veteran status in the provision of educational opportunities and benefits in compliance with Title VII of the Civil Rights Act of 1964. Title IX of the Educational Amendment of 1972 and Section 504 or the Rehabilitation Act of 1973.

## **PHILOSOPHY**

The faculty and administration of Dixie High School believe that each student should have the opportunity to develop to his fullest potential. Our school strives to provide a quality education based on individual needs and abilities. We will attempt to impress upon each student a respect for the rights of others, the need to learn the value of self-discipline and the acceptance of personal responsibility.

## **OUR MISSION**

Our mission is to establish the foundation for lifelong learning by assuring optimal learning for all students through a positive, yet challenging environment.

## **OUR BELIEFS**

1. Student learning should be the primary focus of all decision impacting the work of the school.
2. Students learn best when they have appropriate opportunities for success.
3. Students need to demonstrate their understanding of essential knowledge and skills.
4. Students need to apply their learning actively to solve problems and to produce quality work.
5. Students learn in different ways and should be provided with a variety of instructional approaches to support their learning.
6. Challenging expectations increase individual student performance.
7. Assessments of student learning should provide students with a variety of

opportunities to demonstrate their achievement.

8. A student's self-esteem and attitude toward learning is enhanced by positive relationships and mutual respect among and between students and staff.

9. A safe and physically comfortable environment promotes student learning.

10. Teachers, administrators, parents, students, and the community share the responsibility for advancing the school's mission.

11. The commitment to continuous improvement is necessary if our school is going to enable students to become confident, self-directed, lifelong learners.

**DAILY SCHEDULE The following is the proposed schedule for 2009-2010**

	<b>A First Lunch</b>		<b>B Second Lunch</b>		<b>C 8th Grade</b>
<b>1st</b>	<b>8:00 -9:30</b>	<b>1st</b>	<b>8:00 -9:30</b>	<b>1st</b>	<b>8:00-9:10</b>
<b>2nd</b>	<b>9:35-11:05</b>	<b>2nd</b>	<b>9:35-11:05</b>	<b>2nd</b>	<b>9:15- 10:25</b>
<b>lunch</b>	<b>11:05-11:30</b>	<b>3rd</b>	<b>11:10-12:40</b>	<b>3rd</b>	<b>10:30-11:40</b>
<b>3rd</b>	<b>11:35-1:05</b>	<b>lunch</b>	<b>12:40-1:05</b>	<b>lunch</b>	<b>11:45-12:10</b>
<b>4th</b>	<b>1:10-2:40</b>	<b>4th</b>	<b>1:10-2:40</b>	<b>4th</b>	<b>12:15-1:25</b>
				<b>5th</b>	<b>1:30-2:00</b>
				<b>6th</b>	<b>2:00-2:40</b>

**BUILDING HOURS**

The building is usually open by 7:30 a.m. and closed by 4:00 p.m. Any student or group of students remaining in the building after 3:10 p.m. must be supervised by an adult who is a representative of Dixie High School, i.e. teacher, coach, etc. Custodians are not to assume this responsibility. Classrooms will be open by 7:50 a.m. unless pre-arranged with a teacher for tutoring or other activity.

**GUIDANCE DEPARTMENT**

The Dixie High School guidance counselors strive to aid each individual student in utilizing abilities to their fullest, in making sound choices, and in developing self-understanding. The guidance office is located next to the administration offices in the main building.

Guidance services available include:

1. Individual and group counseling
2. Schedule changes
3. Student tutoring
4. Testing services
5. Assistance with post-secondary education
6. Referral services
7. Employment opportunities
8. Process student entry/withdrawal

**TRANSCRIPTS**

Two transcripts per student will be sent free for the student in school. A nominal fee (\$2.00) will be charged for each additional transcript. All transcripts must be requested through the Guidance Department.

**TESTING PROGRAM**

**HSAP (High School Assessment Program) – Effective Spring 2004**

This test is administered in the spring to all public high school students their second year of high school. Students take this as the High School Exit Exam. The test is mandated by the South Carolina Legislature and is designed to find out what each student can do relative to the South Carolina basic skills objectives in order that instructional needs can be identified in the areas of reading, writing, and math. (This test must be passed in order to qualify for a high school diploma.)

**End of Year Course Tests** – These tests are in the areas of English I, Biology I, Algebra I, U.S. History and Math Tech II. The grades earned count 20% of final grade in the area tested.

**PASS** – 8th grade state tests in English, mathematics, science, and social studies.

**PSAT/NMSQT** (The Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test) - a two-hour version of the College Board Scholastic Aptitude Test. The test is offered in October and is recommended for juniors and sophomores who plan to go to college. The PSAT/NMSQT, taken during the junior year, will determine who receives recognition and financial assistance through the National Merit Foundation.

**SAT** - The Scholastic Aptitude Test of the College Entrance Examination Board. The test is used to predict a student’s ability to achieve on the college level and is required for admission to most colleges. It is recommended that juniors take the SAT during the spring of their junior year and the seniors who plan to go to college should take it no later than December of their senior year.

**ACT** - The American College Testing Program is the counterpart to the SAT. In addition to verbal and mathematical abilities, this test measures abilities in social studies and natural sciences. Most colleges will accept the SAT or the ACT; however, it is best to check with the college to see which one is preferred.

**ASVAB** - The Armed Services Vocational Aptitude Battery is available to all interested juniors. The test measures aptitude abilities necessary for service in the military.

**SCHEDULE CHANGES**

The Guidance Office will conduct schedule changes. Schedule changes will be permitted only during the first two weeks of a new semester. Dropping a class after the above deadline has passed will result in a WF or WP being recorded in this subject.

**GRADUATION REQUIREMENTS**

To qualify for a State High School diploma, a student must earn a total of 24 units of credit distributed as follows:

Language Arts	4 units
U.S. History	1 unit
Economics 1/2/Government 1/2	1 unit
Other Social Studies	1 unit
Mathematics	4 units
Natural Science	3 units
Physical Education	1 unit
Electives	8 units
Computer Technology	1 unit

### **IMPORTANT REMINDER TO STUDENTS AND PARENTS**

Dixie High School will do everything possible to assist students in reaching their goal of graduating on time; however, it will be the responsibility of the student to make sure that she/he has the number of units needed to graduate. As you register for your senior year, make sure you are taking enough units to graduate. If you are unsure of the number of units needed, please see the Guidance Counselor. **REMEMBER: THIS IS YOUR RESPONSIBILITY**

### **GRADE CLASSIFICATION**

The following regulations apply relative to class assignment:

**NINTH GRADE** - must have successfully completed all eighth grade work and been promoted

**TENTH GRADE** – must have successfully completed five units of work, including one unit in English and one unit in Math

**ELEVENTH GRADE** –must have successfully completed eleven units of work, including two units in English and two units in Math.

**TWELFTH GRADE** - must have successfully completed seventeen units of work, including two units in English and three units in Math.

### **EARLY GRADUATION**

A four-year program is the norm for most high school students. It will be a distinct advantage for most students to accumulate as many high school credits as possible prior to graduation.

However, Dixie High School recognizes the individual differences that exist among students and the need of some to complete their high school program in a period of less than four years. A student who wishes to participate in these programs must make his/her intentions known no later than the end of the second grading period of the first year.

### **REPORTS OF STUDENT PROGRESS**

Report cards will be distributed four times during the year. This will be at the conclusion of each nine weeks grading period. All students should make sure that a grade is recorded for each subject that you are enrolled in during each grading period. Report any problems to your homeroom teacher and also the classroom teacher.

### **GRADING SYSTEM**

Grades for individual subjects will be calculated as indicated:

93 - 100 ...	A	70 - 76....	D
85 - 92 ...	B	Below 70...	F
74 - 84...	C		

### **HONOR ROLL**

To qualify for the honor roll and an invitation to the academic banquet, the following requirements must be met:

1. An overall average of 90.00

The honor roll will be computed and announced each grading period.

### **JUNIOR MARSHALL/ USHER CANDIDATE**

To be a candidate for junior marshall, the following requirements must be met:

1. Be in the process of earning 18 units
2. Have completed five semesters of high school work

3. Class rank of 1 – 4 for five semesters

To be a candidate for junior usher, the following requirements must be met:

1. Be in the process of earning 18 units
2. Have completed five semesters of high school work
3. Class rank of 5 – 8 for five semesters

\*Each student must have attended an Abbeville County high school for two semesters, except those who have transferred from a state-accredited high school.

### **VALEDICTORIAN- SALUTATORIAN**

The valedictorian will be the senior student who has completed 7 semesters of high school who had the highest GPR at the end of the first semester of the senior year and the salutatorian the senior student at graduation with the second highest GPR at the end of the first semester of the senior year and has also completed seven semesters. At the end of the first semester of the senior year, each of these students must have attended an Abbeville County high school three semesters, except those who have transferred from a state-accredited high school.

### **ATTENDANCE**

Students will not be excused from school except in cases of emergencies. All work missed as a result of excused absences should be made up as soon as possible. **South Carolina School Law declares that a student must attend any class for at least 170 days or the equivalent to receive credit.**

### **HOMEBOUND INSTRUCTION**

A special program of homebound instruction is available for a student who, because of illness, accident or pregnancy, is unable to attend school.

1. A licensed physician must state in writing that the student is unable to attend school. (Forms may be secured from the Guidance Office.)
2. Once a student is approved for homebound instruction (a procedure which must follow state and district guidelines), the student will be taught at home by a certified teacher. On the first day he returns to regular classes, his homebound status is ended.
3. A student is expected to be prepared to meet the homebound teacher on schedule, and to do assigned work between teacher visits.
4. This program is established only for those students who are unable to leave home to attend classes. Therefore, under normal circumstances, a homebound student would not be expected to attend school functions during or after the school day.
5. On the day that a homebound student returns to school, he must report to the Attendance Office and receive a blue admit slip, which will state that the homebound classification has ended.

### **STUDENT ABSENCES AND EARLY DISMISSALS**

When you have been absent from class for any reason, you must come by the office and get a slip to go back to classes. You must bring with you an excuse from your parents or guardian with the following information on it:

1. Date and reason for absence

2. Signature of parent or guardian

3. A telephone number where the one who signed the excuse may be reached.

When you have been absent, come to the office near the cafeteria before first period begins the morning you return to school. You will be given a slip marked either excused or unexcused. Your teacher must first sign this admission slip. This slip should be given to each of your teachers throughout the day. Each teacher will sign it and return it to you except the one who teaches you the last period you are in school. That teacher will keep the slip and turn it in to the office to be filed in your folder.

### **STUDENT ABSENCES**

Any student who attends fewer than 170 days in the school year will not be eligible to receive credit unless the local school board grants approval for excessive absences in accordance with local board policy. Parents have the legal responsibility of sending their children to school.

The following procedures encourage regular attendance by students and allow school personnel to deal with student absences in a fair and consistent manner.

I. A student must attend each class a minimum of days during each instructional period to receive consideration for credit for the class. Listed below is an attendance schedule required for each instructional period:

Semester (90 days)	85 days attendance required
Year (180 days)	170 days attendance required

II. Types of absences:

1. Excused absences (full day or early dismissal as in DMP):
  - a. Serious, chronic, or extended illness of the student certified by a physician.
  - b. Serious illness or death in the immediate family requiring the presence of the student.
  - c. Pre-arranged absences (field trips, school related and/or extreme hardship at the discretion of the Principal.)
  - d. Recognized religious holidays when pre-arranged.
  - e. Taking military or academic exams such as SAT or other required achievement test, at the discretion of the Principal.)

III. Early Dismissal: pre-arranged notes from home signed by parent/guardian and phone call from parents.

1. Unexcused conditions:

Note from parent/guardian requesting student to leave school early due to a medical appointment, family death, or by special consent of Principal or Assistant Principal. (example- special military or academic testing or school related function). The absence will be unexcused until the student brings verification of appointment. This should be brought the first day the student

returns, not to exceed three days. The note from the doctor, dentist, etc., must be signed in front office and by every teacher whose class the student missed. The absence then becomes excused and not filed in the office.

2. Unexcused: (pre-arranged by note from home)

Any excuse not covered by provisions of excused condition. (example: Please excuse John. He has something to do for me.) Student may be Dismissed, but will follow policy set for the make-up work.

3. Early dismissal: (not pre-arranged)

If it becomes necessary for a student to be dismissed during school hours he/she must:

- a. Obtain early dismissal form from office to be taken to each class.
- b. Teacher will sign form indicating any assigned test or homework missed.
- c. Student must contact parent/guardian for permission to leave early.

Once your early dismissal has been approved, your name will be placed on the absentee list noting the time you are to leave. Before you leave, you must come by the office and sign your name and time of leaving in the sign-out book.

### **Classroom Expectations**

1. Upon entering the classroom, take your seat promptly and quietly.
2. Speaking out or expressing disapproval when another has the floor is unacceptable
3. You should bring proper equipment to class: **Books, Assignment Books, Homework, Paper, and Pencils.**

### **LOCKERS**

Student lockers will be assigned by the administration. The student is responsible for securing and placing a lock on the locker. If you lose your key, a lock cutter may be obtained from the SRO.

### **VANDALISM AND THEFT**

**YOU SHARE OWNERSHIP IN DIXIE HIGH SCHOOL.** Your parents and all taxpayers are required to pay taxes that build and maintain public schools. You should respect school property and take pride in its good care.

1. Any student who willfully destroys or vandalizes school property will be required to pay for losses or damage. Suspension and subsequent expulsion may be necessary.
2. If you should happen to damage something by accident you should report it to a teacher or the office immediately.
3. Any student who steals property will be prosecuted to the fullest extent under school and civil regulations.
4. The School District does not provide insurance coverage for loss

or theft of personal items left in the building. Students are urged to take musical instruments, calculators, and any other expensive personal possessions home over the weekend or during holidays.  
THE SCHOOL CANNOT GUARANTEE SECURITY FOR SUCH ITEMS

### **TEXTBOOKS**

All basic textbooks are the property of the State of South Carolina. These books are loaned to our students. Workbooks and other supplies are paid for by the student and belong to him/her at the end of the year. Textbooks are to be kept clean and handled carefully. You will be required to pay for lost or damaged books.

### **ANNOUNCEMENTS**

Announcements will be made twice each day: 8:00 A.M. and 2:38 P.M. All announcements must be signed by the Faculty sponsor and approved by the Principal or Assistant Principal.

### **DANCES**

Dances (except Jr.-Sr. Prom) are open to all Dixie High School students and their registered guests under the age of 21 only. Non-students who attend dances must be registered with the organizational sponsor no later than two days prior to the dance.

**PROM: To be eligible to attend prom and invite a guest a student must be either a junior or senior at Dixie. All guest must be have a minimum classification of 9<sup>th</sup> grade at Dixie or another High School and a maximum age of 20 years old. You must have your guest approved by the prom sponsor if they are not Dixie Students. Students who have been expelled from any school are not eligible to attend prom.**

### **CARS**

Students who drive are to observe safe driving practices and rules of courtesy. Student parking is permitted in the specified areas in front and behind the school. Students should exercise care when parking so that other cars are not blocked from being moved. Automobiles and trucks driven to school must be registered in the main office. **PARKING IS ASSIGNED YEARLY BY NUMBER. Maximum speed on school grounds is 5 MPH.** Repeated violations of any of the parking rules will result in loss of parking privileges on the school grounds.

### **BUS TRANSPORTATION**

Please see Mr. Cox if you have a question or a problem with bus transportation.

Telecommunications items are prohibited on school buses at all times.

### **VISITORS**

Dixie High welcomes visitors who are on official school business. Parents/guardians are encouraged to visit the campus. **ALL VISITORS ARE TO REPORT TO THE OFFICE UPON ARRIVAL ON CAMPUS.**

### **HEALTH ROOM**

This room is to be used only for emergencies. Students who are sick will be allowed to call home and have a parent/guardian pick them up. **STUDENTS ARE TO REPORT**

## **TO THE OFFICE FOR ASSIGNMENT TO THE HEALTH ROOM.**

### **MEDICATIONS**

Students requiring medication during the day must inform the office. Policy regarding medication dispensing will be followed.

### **GIFT ITEMS**

The delivery of flowers, balloons, and other gift items will not be made to students. The school **WILL NOT** accept these items nor will the school call students from the classroom to accept these items.

### **INSURANCE**

School insurance is available for students wishing to purchase insurance protection. The school strongly recommends that students taking shop, physical education, science labs, and participating in extra-curricular activities (esp. athletics) buy the insurance. The school handles the premium and the claims as a service. The school does not assume liability for accidents or for insurance claims.

### **FUND RAISING**

The Principal must approve all fund raising activities in advance. This includes cheerleaders, athletics, bands, clubs and classes. All fund raising activities will be in accordance with Board policy.

### **TRANSPORTATION TO EXTRACURRICULAR ACTIVITIES**

Transportation, which has been provided by the school or a school organization, is under the jurisdiction of the school. Conduct shall be in accordance with school standards. Teachers, coaches, and chaperons will be in charge. Students who are participants are not permitted to drive to those functions away from the school. **Adequate insurance coverage must be in effect on all modes of transportation.**

### **DRESS CODE**

Dresses, skirts, pantsuits, and slacks will be permitted provided these are in good taste. Sleeveless tops, such as tank tops and strap only shirts must be covered. Minimum length of shorts or skirts is three inches above the knee. Under garments such as tights or stockings to not excuse the three inch above the knee policy. Clothing is to be neat and in good taste. Pants and shorts are to be worn at waist level. Shoes or sandals must be worn. No advertising of alcoholic beverages, obscene or suggestive slogans, pictures or patches permitted. Tank tops, net tops, muscle shirts, and cut-offs are not permitted. Blue jeans and other pants with holes or slashes above knee level are not acceptable. No writing across seat of shorts or pants. An advisor or sponsor of any specific activity or function may impose additional guidelines.